

**Draft Minutes
James City Regional LHRC
February 08, 2013**

Members Present: Vice- Chair Shenita Brown; Richard Cottingham and Lisa Thatcher

Member Absent: Cheryl A. Jones

Others Present: Mr. Reginald Daye – DBHDS; Gail Gay -Elam House/DSFAP

Providers Absent: None

Call to Order: Ms. Brown, Vice-Chair of the LHRC called the meeting of the James City Regional to order at 9:10am.

Adoption of Agenda: A motion was made, seconded and approved to adopt the agenda for the meeting.

Approval of Minutes: Minutes of the January 18, 2013 sub-committee meeting and the October 19, 2013 quarterly meeting were approved as submitted.

Public Comments: None

New Business: None

Old Business:

1. **Mr. Daye announced that the SHRC appointed Ms. Diane Cooper to the LHRC. There are no vacancies on this committee.**
2. **DSFAP- Present their revised program rules of conduct.**
A motion was made, seconded and approved the Rules of Conduct contingent upon the program removing items: # 3. "The client must report to all scheduled sessions or contact MHS worker to reschedule session" and # 4. "The client is required to follow treatment plan as written or discuss with MHS Counselor the need to change or revisit the treatment goals."

Standard Reporting:

Elam House- Ms. Gay submitted the 4th quarter and 2012 annual report for Elam House. There were several mistakes in the report that Ms. Gay was not able to explain. The LHRC is requesting that Ms. Elam could to the next meeting in order to present her report to the LHRC.

Next Meeting: 9:00am, April 19, 2013 at 758 Maguire Place, Unit A- Newport News, VA.

Adjourned: The meeting was adjourned by Ms. Brown at 11: 00 a.m.

Submitted by: R. Daye, Regional Advocate

James City Regional LHRC Chair _____

